

# State of Alaska Car Rental Contract Vendor:



**Locations:** Anchorage, Fairbanks, Juneau and Kenai

**Contract Award Number:** 170007303

Renters are insured through the State of Alaska Risk Management Division and vehicles rented under this contract must be for legislative business use only.

**NOTE:** Risk Management will cover rental vehicles from other companies ONLY IF there are no vehicles available from contract vendor Budget.

**PERSONAL USE:** Renters using the State contract must be in work status. If a business trip extends into personal time, renters must return the contracted vehicle at the end of the business portion of trip and make other transportation arrangements for the personal portion of their trip.

**STATE RATE:** Payment must be made by the State of Alaska for insurance and tax exemption purposes. Renters may not use their personal credit card.

**AUTHORIZATION:** A signed pre-travel authorization or other approval is necessary before renting a vehicle under this contract.

**RECEIPT REQUIRED:** Accounting needs the final receipt from Budget to approve payment. It is the renter's responsibility to submit the actual receipt (rather than the rental quote at time of reservation).

**BUDGET RESERVATIONS BY PHONE OR EMAIL** – please call the specific office location where you will be picking up the vehicle.

Anchorage: (907) 243-0150

Juneau: (907) 790-1086

Fairbanks: (907) 474-0855

Kenai: (907) 283-4506

Toll free: (800) 248-0150

Email: [jameskolstedt@kendallauto.com](mailto:jameskolstedt@kendallauto.com) or [paulwisner@kendallauto.com](mailto:paulwisner@kendallauto.com)

**REQUIRED** Account Name/Department: Legislative Affairs Agency

Applicable Credit Card Information (if necessary): last 4 digits - 0351

**Out of State Discounts** (not under contract)

Hertz: 9949 Discount Code CDP #70909

Enterprise/National: 9950 Discount Code CDP #XZ45SOA

Please email [laa.travel@akleg.gov](mailto:laa.travel@akleg.gov) with questions